

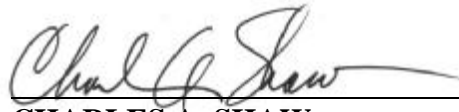
Federal Rule of Civil Procedure 5(d) requires that all papers include a certificate of service, to reflect that a copy was sent to opposing counsel, as required by Rule 5(a), Fed. R. Civ. P. An acceptable certificate of service could state, “I certify that a copy of the foregoing was mailed, postage prepaid, in the U.S. Mail on this \_\_\_\_ day of June, 2007, to: Mr. Charles Jellinek, 211 N. Broadway, Suite 3600, St. Louis, Missouri 63102-2750,” with plaintiff’s signature following the certificate of service. A certificate of service in approximately this format must be included on every document submitted to the Court for filing, or the document will be returned to plaintiff without filing.

Accordingly,

**IT IS HEREBY ORDERED** that the Clerk of the Court shall return to plaintiff the undated document received June 20, 2007 because it lacks a certificate of service as required by Rules 5(a) and (d), Fed. R. Civ. P.

**IT IS FURTHER ORDERED** that the Clerk shall delete the entry for the undated document from the record. [Doc. 31]

**IT IS FURTHER ORDERED** that in the future, all documents submitted by plaintiff shall include a certificate of service as stated in this Order, or the documents will be returned to plaintiff without filing.

  
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**CHARLES A. SHAW**  
**UNITED STATES DISTRICT JUDGE**

Dated this 28th day of June, 2007.